To : All Parents/Guardians of Lodge Group of Schools

Date : Thursday, 16th November 2017

Title : Director’s Circular to Parents (November 2017)

Circular Number : 11/DIR/2017

Dear Parents/Guardians,

**1.** **Report Card and Prize Giving Day 2017 at Lodge National Primary & Secondary**

**Schools**

Report Card Day is on 20th November 2017 and report cards will be distributed to all

students by their class teachers. Classes for National Primary School will be dismissed at 10.00am while National Secondary students will be going home at 11.00am.

Prize Giving Day for Lodge Group of Schools is on 21st November 2017. Recipients are reminded to wear their school uniform at this function and they can go home after the ceremony.

 **Report Card and Prize Giving Day 2017 at Lodge International School**

Prize Giving and Report Card Day will be on 21st November 2017. Classes on that day will end at 11.30am for Year 2 to Year 6 and at 12.00noon for Year 7 to Year 10.

**2.** **School Terms Academic Year 2018**

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| --- | --- |
| **1st Term** | **2nd January (Tuesday) to 16th March (Friday)** |
| Mid Term Break 1 | 17th March (Saturday) to 25th March(Sunday) |
| **2nd Term** | **26th March (Monday) to 8th June (Friday)** |
| Mid Year Break | 9th June (Saturday) to 24th June (Sunday) |
| **3rd Term** | **25th June (Monday) to 17th August (Friday)** |
| Mid Term Break 2 | 18th August (Saturday) to 26th August (Sunday) |
| **4th Term** | **27th August (Monday) to 23th November (Friday)** |
| End of Year Holiday | 24th November (Saturday) to 31st December (Monday) |

**3. Festive Holidays for academic year 2018**

Lodge Group of Schools will close on these dates for:

1. Chinese New Year **(Thursday 15th February to 21st February**) as Chinese New Year Public Holidays are on Friday 16th February and Saturday 17th February.
2. Gawai Dayak **(Wednesday 30th May to Sunday 3rd June)**. As Wesak Day Public Holiday falls on Tuesday 29th May.
3. Hari Raya Aidil Fitri Public Holidays fall on Friday 15th June and Saturday 16th June during the mid-term holiday break.

**4. Lodge T-Shirt for Co-curriculum Activities/Field Trip**

Lodge Group of Schools students’ T-Shirt (blue in colour) has been designated to be used on

the day when students are having co-curricular activities.

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| --- | --- |
| Entity | Co-Curriculum Day |
| Lodge National Primary | Friday |
| Lodge National Secondary | Tuesday |
| Lodge International School  | Tuesday |

However, round-neck white T-shirt with Lodge logo will still be continued as compulsory attire for Physical Education lessons. Students taking part in uniformed bodies like Scouts, St. John’s Ambulance, Red Crescent are to used uniform that are designated for these organisations.

**5. Morning Break and Lunch in School**

Starting2018, we respectfully request the cooperation of parents to help us to train your children to be more independent. Parents who are bringing food for your children are to label your children’s food container with their names and classes they are in. Food delivery service will still be provided by our staff at the pick

up and drop off area so that you do not need to park your car.

Please trust our workers to handle these containers at the delivery area. Parents will not be allowed into the food depository rooms or canteen area. Our teachers and teaching assistants will help your children to follow the rules set for morning break and lunch in the canteen. Children having difficulties in following our rules will be given maximum of three months to adjust. Your cooperation is very much appreciated.

**6. Sale of Books**

Students who have pre-ordered their books are to purchase their books directly from the bookstore. For National Schools, the sale will be on 28th and 29th December 2017 (8am to 5pm) in the school hall.

In International school, students who have pre-ordered their books are to collect them from the school library on 26th to 29th December 2017, between 8am to 12noon and 2pm to 4pm. Please bring along your official receipt as proof of payment.

**7. School and Offices Closure**

All entities of Lodge (Lodge Kindergarten, Lodge National Primary, Lodge National

Secondary and Lodge International School) will close for the end of the year holiday starting

22nd November 2017.

School offices will remain open until 12th December 2017. School Office will close from 13th December to 25th December 2017 for Christmas holidays.

 On behalf of all teachers and support staff, we will like to wish all parents and children of

Lodge Group of Schools, a happy holiday!

Thank you.

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Thomas Huo Kok Sen (Mr)

Director

Lodge Group of Schools